



BOOK RETURN PROCESS WORKFLOW DIAGRAM

Workflow Process	Accountable Unit
<pre>graph TD; A([The material in the possession of the reader is delivered to the library staff; its barcode is scanned through the computer system, the magnetic security tag is reactivated, and the item is removed from the reader's record.]) --> B[If the borrowed material is overdue, the system automatically calculates the penalty amount based on the number of overdue days and records both the penalty amount and the relevant details in the list, after which it is signed.]; B --> C[The collected fines are deposited into the relevant account.]; C --> D[The returned books are classified according to their respective shelf locations.]; D --> E[The books are placed on the shelves according to their call numbers.]; E --> F([The process is completed.]);</pre>	<p>a-) Library Staff</p> <p>b-) Library Staff</p> <p>c-) Library Staff</p> <p>d-) Library Staff</p> <p>e-) Library Staff</p>